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AUTHOR Minnis, Rosemary
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ABSTRACT

A course was designed to enable girls to improve their personal appearance through special projects in hair care and styling, skin care and makeup application, good health habits including diet, exercise, improvement of posture, charm and poise; voice control; manners; and the selection of clothes that look best on the specific figure. The course was planned to be offered to any interested girl in senior high school. It was developed by teachers as part of an effort to make Home and Family Education more meaningful and interesting to students. It was not intended to be a prescription for teaching, but rather an aid to the teacher in meeting the objectives. To facilitate continuity it was recommended that the teacher be selective in choosing activities, but maintain all objectives within the course. Content ideas are presented, and intended to be general notes and suggestions from the writers to the teacher to further explain objectives and activities. (Author)

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AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM

THE NEW YOUR

6763.06

Home and Family Education

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DADE COUNTY PUBLIC SCHOOLS

DIVISION OF INSTRUCTION • 1971

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THE NEW YOU

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Home and Family Education

Written by

Rosemary Minnis

for the

DIVISION OF INSTRUCTION
Dade County Public Schools
Miami, Florida 33132
1971

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COURSE DESCRIPTION

This course is designed to enable girls to improve their personal appearance through special projects in hair care and styling, skin care and makeup application, good health habits including diet, exercise, improvement of posture, charm and poise, voice control, manners and the selection of clothes that look best on the specific figure.

COURSE ENROLLMENT GUIDELINES

This course is planned to be offered to any interested girl in senior high school. For girls with specific figure problems the Physical Education course, Slimnastics, would be a worthwhile concurrent undertaking.

RATIONALE

Everyone wants to make a good impression on others, but this is extremely important to teenagers. A knowledge of good grooming and poise techniques can go far in helping the teenage girl attain a positive self-concept as she approaches womanhood. The habits formed at this time can contribute to future social and vocational success. This is a "doing" type of activity course designed to help girls do something positive to improve their appearance and personality.

FOREWORD

This course of study has been developed by teachers as part of an effort to make Home and Family Education more meaningful and interesting to students. It is not intended to be a prescription for teaching, but rather an aid to the teacher in meeting the objectives. The wealth of activities and resources are intended to be examples from which the teacher can select those that best meet the needs of the students. To facilitate continuity it is recommended that the teacher be selective in choosing activities, but maintain all objectives within the course. Where content ideas are given, they are intended to be general notes and suggestions from the writer(s) to the teacher to further explain objectives and activities. This first edition is a Working Copy and it is hoped that the teacher will note suggested changes and additions while using it in order to aid in future revision.

MAIN GOALS

1. The student will apply knowledge gained to develop a pleasing personality and the poise necessary for personal and social success.

2. The student will develop a beauty program that will help her make the most of her best features.

3. The student will be able to select, purchase and care for clothing that reflects individual style and brings out personal assets.

BEHAVIORAL OUTCOMES

The student will be able to:

1. Analyze individual personality, detect short-comings and exercise necessary skills and techniques to overcome traits that might stand as a barrier to social success.

2. Show consideration for others through the practice of good manners.

3. Display the skills and techniques necessary to being successful in selecting and pursuing a job.

4. Show improvement in body carriage when standing, sitting and moving.

5. Apply habits of good health daily to insure personal attractiveness.

6. Apply good grooming practices and develop a grooming program that will improve overall appearance.

7. Choose and apply make-up in a manner which enhances the skin and facial characteristics.

8. Use manicuring materials and equipment correctly and effectively to achieve well-groomed hands and feet.

9. Analyze hair and determine care and styling techniques suitable to the individual.

10. Apply fundamentals of design, color and personality to the selection of a personal wardrobe.

11. Select suitable clothing and accessories for the occasion.

12. Apply sound consumer principles to the purchase of clothing.

13. Plan a program to maintain the wardrobe in ready-to-wear condition.

COURSE CONTENT

I. The successful you

A. Social success
1. Role of personality
2. Art of graciousness
a. Consideration for others
b. Good manners for all occasions
c. Entertaining and being entertained
B. Occupational success
1. The psychology of success
2. Applying for a job
3. Charm and poise on the job

II. Visual poise

A. Good posture
1. Erect carriage
2. Graceful techniques
a. Sitting
b. Stooping
c. Walking
3. Posture exercises
B. Handling accessories
C. Poise for social affairs

III. Body perfection

A. Eat for beauty
B. Maintaining normal weight
C. Diets to improve figure problems
D. Good health habits
E. Exercises to improve individual figure problems

IV. Skin care

A. Care based on skin type
B. Special skin problems

V. Cosmetic and make-up application

A. Facial shapes
B. Complexions
1. Classification of skin tone
2. Using make-up to enhance complexion
C. Eyes and eyebrows
1. Shapes for various facial features
2. Applying eye make-up
D. Lips
1. Make-up application
2. Corrective make-up

VI. Care of hands and feet

A. Beauty tips for hands and nails
B. Manicuring techniques
C. Selecting and applying nail polish
D. Care of legs and feet

VII. Hair care

A. Brushing
B. Shampooing
C. Hair protection
D. Hair style selection
E. Selection and care of hairpieces

VIII. Wardrobe planning

A. Psychology of clothing
B. Wardrobe requirements
C. Accessories
D. Lines for figure flattery
E. Color magic
F. Planning clothing purchases
G. Care of wardrobe

IX. The new you

A. Modeling techniques
B. Fashion show presentation

COURSE PROCEDURES

BEHAVIORAL OUTCOME: 1. Analyze individual personality, detect short-comings and exercise necessary skills and techniques to overcome traits that might stand as a barrier to social success.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Personality - Combination of inner and outer characteristics that determine the impression that one makes upon others. A wholesome personality is an indication of good mental health. Desirable personality traits: Loyalty Dependability Integrity Consideration for others Thoughtfulness Respect for others' rights and belongings Honesty Tactfulness Understanding Tolerance Sincerity Character - The real person—his philosophy of life, the ethical standards which control his moral conduct. Factors which influence personality: Heredity Environment Needs and goals Attitudes Beliefs Health	Discuss the following topics concerned with personality development: Definition of: Personality Personality types Character Sense of values Desirable and undesirable personality traits Factors which influence personality Influence of personality on social success Influence of personality on employability Relate incidents in which unfortunate personality traits led to unhappiness or misunderstanding. Select and analyze pictures from magazines—describe the types of personalities the class thinks are indicated by appearance. Invite a psychologist or counselor to discuss how an individual's family and environment affect his personality. Take a personality inventory such as the one given in Charm for Miss Teen Teacher's Manual and Key.	Charm for Miss Teen Chapters 13 and 14 Homemaking for Teenagers Book 2 pp. 652-653 The Art of Being a Girl pp. 219-281 Teen Guide to Homemaking pp. 2-8 Personal Problems of the High School Girl pp. 1-32 Charm and Poise for Getting Ahead pp. 220-229 Seventeen Book of Fashion and Beauty Chapters 1 and 2 Relationships: A Study in Human Behavior Chapters 1-8 Charm for Miss Teen Teacher's Manual and Key pp. 46-47 Transparencies: Personality - Ability

BEHAVIORAL OUTCOME: 1. Analyze individual personality, detect short-comings and exercise necessary skills and techniques to overcome traits that might stand as a barrier to social success. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
To maintain a wholesome personality: Face reality Keep body healthy Try to think of others first Put first things first Be attentive Realize importance of task you are doing Exercise and depend on own judgment as far as present experience warrants Be aware of mental attitudes that are developing Healthful attitudes: Poise Persistence Cooperation Sympathetic understanding Unhealthful attitudes: Regression Suspicion Blame Jealousy Attitudes to control: Rationalization Fear Illness Daydreaming Inferiority complex	Divide into groups of two. After interviewing each other, write a paragraph describing impressions received of the other's personality. Compare to a paragraph each student has written appraising his own personality. Use as a basis for discussion of how one's self image is often different than the way others see him. Devise a plan of action to improve personality shortcomings. Relate successes and difficulties back to the class.	Resource Person: Psychologist or Counselor Filmstrip: Your Personality - The You Others Know About Her Chapters 1 and 4

BEHAVIORAL OUTCOME: 2. Show consideration for others through the practice of good manners.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Good manners: Are based on courtesy, kindness and consideration for others Consist of doing the right thing at the right time Are the basis for pleasant relationships with others Should be practiced at all times Etiquette: Is the formal set of rules that govern social situations Involves social common sense Good manners are important not only to our social life but to our success in the business world. Good etiquette should be practiced at all times so that it becomes second nature. Then one can feel at ease and relax and enjoy social occasions.	Discuss the importance of common courtesies to good human relations. Class members give examples of courtesies they have observed displayed in public and describe the effect the action taken had on all concerned. Listen to a representative from the business world speak on "The Importance of Good Manners to Job Success". Select a panel to answer individual questions on table manners. (Have several references available for panel use for answering questions.) Arrange for a local jeweler, bridal shop representative or caterer to visit class and demonstrate the correct order of use and the way to use an assortment of tableware. Practice setting the table, using tableware correctly and promoting good table conversations at home. Study menus from various local eating establishments. Discuss new terms and dishes with which class is not familiar.	Charm for Miss Teen pp. 104-107 The Art of Being a Girl pp. 129-217 Beauty and Charm—The Model's Way pp. 169-183 Homemaking for Teenagers Book 2 pp. 598, 654-656 Your Home and You pp. 25-37 Teen Guide to Homemaking pp. 162-179, 334-339, 342-349 Steps in Clothing Skills Chapter 2 Contemporary Table Settings New Trends in Table Settings Charm and Poise for Getting Ahead pp. 231-247 Resource Persons: Businessman or executive Jeweler or bridal shop representative

BEHAVIORAL OUTCOME: 2. Show consideration for others through the practice of good manners. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
	To practice good restaurant etiquette: Arrange as a class project to have a meal at one of the local restaurants. or Arrange for a family meal at a local restaurant and report back to class on the event. Prepare group reports on the rules of etiquette for governing one's actions in one of the following situations: Graduation Weddings Parties Entertaining at home Traveling Making introductions Using the telephone As a home project plan and carry out one of the following activities to practice hostess and/or guest etiquette: A party A week-end house guest A trip to visit a friend or relative Report back to class on activities. Be sure to include invitation, acceptance note, description of types of entertainment, gifts, etc. Each girl select one social skill she lacks and make a plan for developing it. Report back to class on success and/or failure. Debate the statement: "Social acceptability is very important to every teenager".	About Her pp. 65-75 Mind Your Manners Manners Made Easy Filmstrips: The Age of Etiquette Think of Others First

BEHAVIORAL OUTCOME: 3. Display the skills and techniques necessary to being successful in selecting and pursuing a job.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
To be successful one must: Be motivated Establish goals Overcome obstacles Be willing to grow Applying for a job: Prepare for interview Know your qualifications Dress correctly The resume' represents a lifetime of experience condensed in one paper. It should include: Name, address, telephone number Educational background Family information Work experience Hobbies, clubs, interests Occupational goals Names and addresses of former employers and responsible persons Note: Items an interviewer considers when he interviews an applicant are defined in Charm for Miss Teen Teachers Manual and Key, page 56.	Analyze individual values and place in order of importance. Summarize individual long-term and short-term goals. Discuss a resume' and the information which should be included. Prepare a resume' of individual education and experience. Analyze personal interests and talents to determine the type of work each student would enjoy and in which she would be likely to achieve success. Each girl select an occupation in which she is interested. Read all available material and interview the school counselor and several persons currently employed in the occupation. Write a report and summarize findings. Define and discuss the following items that an interviewer usually considers when considering a prospective employee: Stability — Loyalty Industry — Leadership Cooperation — Forcefulness Self-reliance — Judgement Maturity — Motivation Perserverance — Imagination Competitiveness — Capacity to grow	Charm for Miss Teen Chapter 16 Charm and Poise for Getting Ahead pp. 286-331 Personal Problems of the High School Girl pp. 393-415 Your Future in Beauty Culture Modeling and Other Glamour Careers Success Insurance pp. 1-2 Filmstrips: Getting and Keeping Your First Job Preparing for an Interview Preparing for the World of Work Resource Person: Local businessman Teaching aid: The World of Work: Finding, Getting and Keeping a Job Folder

BEHAVIORAL OUTCOME: 3. Display the skills and techniques necessary to being successful in selecting and pursuing a job. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
	Relate the quality of voice to occupational success. Discuss experiences class members have had in seeking employment, or on the job. At end of discussion set up guidelines to follow: When applying for a job Arranging for an interview During an interview While on the job Conduct several mock interviews demonstrating proper procedure and dress. Based on the interest of the class arrange for a businesswoman or executive to speak on qualities he looks for in an employee. Discuss ways of locating available jobs: Employment agency Classified advertisements in newspapers Placement agencies Personnel managers of different businesses Contact with persons in various businesses Explore job opportunities in local community. Report in class.	Seventeen Book of Fashion and Beauty Chapter 10 Charm for Miss Teen Chapter 12

BEHAVIORAL OUTCOME: 4. Show improvement in body carriage when standing, sitting and moving.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Poor posture can affect: Circulation Breathing Bone alignment Digestion Poor posture can cause: Backaches Sore feet Fatigue Good posture gives the appearance of confidence and is the key to charm and beauty. Correct posture means a poised, balanced body. Causes of poor posture: Weak muscles High-heeled shoes Habit Ways to improve posture: Make correct posture a habit Practice rules of good health Exercise Develop healthy mental attitude	Discuss the benefits of good posture. Take snapshots of class members from front and sides to reveal any figure or posture problems. or Take the mirror test to determine individual posture "problem areas". Complete a posture rating chart such as the one listed in Charm for Miss Teen. Invite a representative from a local charm or modeling school to demonstrate to the class correct carriage and graceful movement. Practice: Standing, walking, and sitting correctly Getting in and out of a car gracefully Handling personal belongings Handbag Gloves Coat or jacket Graceful turning and bending Invite a Physical Education instructor to demonstrate exercises to improve posture problems. Write a paragraph describing a plan to improve individual posture and carriage. Complete a personal analysis and progress chart such as the one in Charm for Miss Teen.	Charm for Miss Teen Chapter 1 Charm and Poise for Getting Ahead pp. 348-357 Teen Guide to Homemaking pp. 34-36 Clothes for Teens p. 16 Steps in Clothing Skills pp. 54-55 Personal Problems of the High School Girl pp. 251-254 Beauty Book by Leslie Uggams Pamphlets: Through the Looking Glass pp. 25-26 Posture on Parade Guest speakers: Representative from charm or modeling school Physical Education instructor

BEHAVIORAL OUTCOME: 5. Apply habits of good health daily to insure personal attractiveness.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Personal attractiveness is dependent on good health. Good health and good looks are partners. Rewards for practicing good health habits: Shiny hair Clear complexion Sound teeth Clear, bright eyes Well-formed nails Good figure Good health habits related to personal attractiveness: Sleep Rest Exercise Posture Food The Basic Four is a short cut to good nutrition. Special diets for weight loss or gain should be carefully chosen.	Discuss good health practices related to personal attractiveness. Analyze individual health practices. Develop a check list for those that need changing. Keep a record by marking the checklist each day. Write a summary evaluation of your progress after a specific length of time. Analyze individual figure and group with classmates with similar figure problems and practice exercises for spot-reducing. Discuss the effect of poor health on personality and physical beauty. Have County health nurse talk on "Desirable Health Habits for Teenagers". Review briefly the Basic Four food groups. Keep a list of food eaten for two days: Compare foods eaten with Basic Four guidelines. Estimate caloric value of food eaten. How does it compare with the number of calories recommended? Modify individual diet to include necessary nutrients for good health and good looks. Discuss various types of diets designed to improve figure problems. Invite a local doctor to speak on the "How and Why of Diets".	(Additional resources may be found in courses Girl Talk and Menu Magic.) Charm for Miss Teen Chapter 2 The Art of Being a Girl pp. 93-99 Personal Problems of the High School Girl pp. 231-287 Charm and Poise for Getting Ahead pp. 391-408 Steps in Clothing Skills pp. 16-20 Seventeen Book of Fashion and Beauty Chapter 12 Filmstrips: The Real You Pamphlets: Go Places Gal The Beauty Habit Resource persons: County health nurse Local doctor Film: The Beauty Habit

BEHAVIORAL OUTCOME: 6. Apply good grooming practices and develop a grooming program that will improve overall appearance.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Three methods of bathing: Tub—superior Shower—indispensable Sponge—least hygenic Kinds of baths: Cold bath 1. Stimulates 2. Improves circulation Warm bath 1. Cleanses 2. Soothes nerve tips Types of deodorants: Anti-perspirant—checks perspiration Deodorant—deodorizes Ways of removing unwanted hair: Chemical depilatories Abrasives Shaving To be well-groomed requires daily attention. Types of skin: Normal Oily Dry Combination	Discuss characteristics of a well-groomed person. Discuss briefly the importance of body cleanliness. Include: Advantages of each type of bath Types of deodorants and the functions of each Methods of removing unwanted hair Follow a plan such as the one suggested in The Beauty of You for that clean, fresh look and smell. Analyze personal grooming practices using a checklist such as that included in Success Insurance. Select one or more areas that need improvement and make a plan for changing these practices. Carry out the plan and evaluate the results. Discuss the basic types of skin and list the characteristics of each and how each type should be cleansed. Complete a skin analysis chart such as the one in Charm for Miss Teen. Develop a skin care program for individual skin type. Select a classmate to demonstrate cleansing the face using a cleansing product.	Charm for Miss Teen Chapter 3 Personal Problems of the High School Girl pp. 290-296 Beauty and Charm the Model's Way pp. 22-41 The Art of Being a Girl pp. 55-63 Steps in Clothing Skills Chapter 1 Seventeen Book of Fashion and Beauty Chapters 3 and 9 Success Insurance pp. 17-20 Pamphlets: Beauty of You Skin Care for Teenagers Filmstrip: A Beautiful Day to be Beautiful Film: Good Looks/Here and Now

BEHAVIORAL OUTCOME: 6. Apply good grooming practices and develop a grooming program that will improve overall appearance. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
The purposes of the skin: Protect the body Regulate heat Eliminate waste Principal layers of skin: Epidermis—outer skin Dermis—true skin Skin difficulties occur mostly during adolescence. All conditions which promote good health will help keep the skin in good condition. Summary of external skin care: Consistent daily care Proper cleansing Lubricate and stimulate Protect the skin	Try several cleansing products on individual skin; report back to class the one which gives the best results. Present specific skin problems to a selected panel that is equipped with references to supply answers. Demonstrate methods of stimulating the skin through exercise and massage.	Charm for Miss Teen p. 129 1001 Questions and Answers to Your Skin Problems Transparencies: Fundamentals of Grooming

BEHAVIORAL OUTCOME: 7. Choose and apply make-up in a manner which enhances the skin and facial characteristics.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Remind students their face shape may change as they lose or gain weight. Cosmetics should enhance natural beauty. Facial features can be accented with proper highlighting and subdued with correct shadowing or shading. Skin tones change with the seasons. The eyes are the focal point of facial expression. The skillful use of make-up requires time, patience and constant experimentation.	Analyze facial shapes of class members. Discuss do's and don'ts for various facial shapes. Analyze individual skin tone. Consult one of the references to determine the best shades of make-up to complement skin. Observe a cosmetician demonstrate make-up application. Participation in a workshop to experiment with various types of make-up and their application.	Charm for Miss Teen Chapter 4 Beauty and Charm the Model's Way pp. 42-66 The Art of Being a Girl pp. 64-78 Charm and Poise for Getting Ahead pp. 49-54 How to Wear Color with Emphasis on Dark Skin Seventeen Book of Fashion and Beauty Chapter 4 Pamphlets: A More Attractive You A Certain Look Through the Looking Glass Resource person: Local cosmetician Charts: The New Faces Teaching aid: Bonnie Bell Great Looks Book Film loops: Cleansing your Eyes and Lips Facial Skin Toning

BEHAVIORAL OUTCOME: 8. Use manicuring materials and equipment correctly and effectively to achieve well-groomed hands and feet.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Graceful, well-cared-for hands are a major beauty asset. Feet should receive the same careful care as hands. The same techniques are used for manicures and pedicures except for the shaping of the nails.	Evaluate hand and foot care using the checklist in Success Insurance. Discuss the relationship of a well-balanced diet to beautiful nails. Discuss ways of protecting hands and feet. Discuss guidelines to follow when buying: Shoes Socks or hosiery Gloves Observe a teacher or student demonstration on how to give a manicure and a pedicure. Select a classmate and give her a manicure. Include a manicure and pedicure in weekly grooming routine.	Success Insurance pp. 10-11 Charm for Miss Teen Chapter 6 The Art of Being a Girl pp. 80-84 Charm and Poise for Getting Ahead pp. 49-56 Pamphlets: Off to a Beautiful Start Through the Looking Glass Film loops: Caring for Your Hands and Nails Caring for Your Feet—Pedicure Caring for Your Feet—Shoe Problems

BEHAVIORAL OUTCOME: 9. Analyze hair and determine care and styling techniques suitable to the individual.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Hair is a constantly growing, self-renewing part of the body consisting of: Cuticle Cortex Medulla Blood vessels surround each follicle and nourish the hair root; this is the beginning of healthy beautiful hair. Diet is extremely important to this process. Types of hair (generally the same as skin types): Dry Oily Normal Note: Special hair problems and solutions are given in The Story of Beautiful Hair. Select those pertinent to class for discussion. Types of brushes: Natural bristle Nylon bristle Professional brush Emphasize the importance of clean hair equipment.	Discuss the relationship of good health and proper care to hair beauty. Analyze hair using a chart like the ones in Charm for Miss Teen or Success Insurance. Use results to help care for individual hair properly and select the proper hair-do. Observe a demonstration of care for special hair problems of class members. Demonstrate the correct techniques for each of the following: Brushing the hair Shampooing the hair Washing brush and comb Discuss various types of shampoos on the market. Decide on the best one for individual hair type. Set up a display of various hair grooming aids such as: Brushes and combs Setting lotions Hair spray Heat rollers Shampoo Compare quality and cost. Make a chart relating things that damage unprotected hair and ways to protect or cure hair.	Pamphlets: The Story of Beautiful Hair Through the Looking Glass Charm for Miss Teen Chapter 5 Success Insurance pp. 6-7 Teen Guide to Homemaking pp. 38-41 The Hairdo Handbook pp. 3-12, 107-113 The Art of Being a Girl pp. 32-41 Charm and Poise for Getting Ahead pp. 57-69 Beauty Book by Leslie Uggams Personal Problems of the High School Girl pp. 302-307 Seventeen Book of Fashion and Beauty Chapters 6 and 7 Steps in Clothing Skills pp. 26-33

BEHAVIORAL OUTCOME: 9. Analyze hair and determine care and styling techniques suitable to the individual. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Brushing and massaging stimulate the circulation of blood in the scalp and help keep the hair in good condition. Example of hair protection chart is given in Charm for Miss Teen Teacher's Manual and Key. Stress the importance of: A strand test, a necessity before a permanent is given or the hair color is changed. Note: A radical change in hair color is rarely successful to any woman. In selecting hair styles, consider: Hair color and texture Activities Face shape Body silhouette Neck length Stress: Hair styles come and go—choose flattery over newness. Hairstyles should be chosen to emphasize good points and camouflage not such good ones.	Discuss advantages and disadvantages of permanents and hair color treatments. Bring in for class discussion and bulletin board display pictures of hair styles suitable for various: Face shapes Personalities Occasions Listen to a beautician discuss hair styles for various faces and activities using class members as models. Divide class into groups according to face shapes. Have groups meet and choose their model to have her hair styled according to suggestions made. Practice setting hair in styles chosen to enhance good points. Discuss use and care of wigs, wiglets, falls, and hairpieces. Experiment with various hair styles and decide which is most flattering to the individual face shape. Invite representative to discuss and display various hairpieces.	Booklet: A Certain Look Bulletin board on hair styles Resource Person: Beautician Transparencies: Face Shapes and Hair Styles

BEHAVIORAL OUTCOME:9. Analyze hair and determine care and styling techniques suitable to the individual. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
	Experiment with various hairpieces to create an entirely new look. Develop a hair care schedule which includes: Massaging Brushing Shampooing Setting Styling	Beauty and Charm the Model's Way pp. 86-87 Resource Person: Representative from local beauty salon or wig salon

BEHAVIORAL OUTCOME: 10. Apply fundamentals of design, color and personality to the selection of a personal wardrobe.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
The most basic line of a costume is the silhouette—the outline or contour of the whole costume. The function of line is to create optical illusions which accent the best features or divert attention from particular figure problem. Emphasize guidelines to follow when deciding on the lines suitable for each individual. Review: Color wheel Properties of color An individual's best features such as skin, hair or eyes, may be emphasized by skillful use of color.	Read one or more of the suggested resources and engage in a discussion on the topic of lines for figure flattery. Analyze individual figure and select pictures of garments with flattering lines for the particular figure type. Discuss the psychology of color. Using assorted color bibs of fabric, select colors that bring out the most becoming features of the individual. Fill out a personal color chart such as the one listed in Charm for Miss Teen.	Seventeen Book of Fashion and Beauty Chapter 15 Charm for Miss Teen Chapters 8 and 9 Personal Problems of the High School Girl pp. 163-177 Clothes for Teens pp. 121-144 Art in Clothing Selection pp. 116-246 Charm and Poise for Getting Ahead pp. 161-186 Steps in Clothing Skills Chapters 8, 9 and 10 The Art of Being a Girl pp. 103-122 Filmstrip: Color Concepts Pamphlet: Color and You Transparencies: Design Principles in Dress Silhouette Shape Up Teaching aid: Color Analysis Set

BEHAVIORAL OUTCOME: 11. Select suitable clothing and accessories for the occasion.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Clothing should be chosen so that the wearer remains the center of interest. Wise selection of clothing and accessories can contribute to personal satisfaction. Appropriateness of dress gives a person poise and self confidence. Appropriate clothes are suitable to: The occasion The season The time of day Accessories include: Hats Gloves Jewelry Handbags Shoes Eye glasses Scarves Accessories serve three basic functions: Camouflage a fault Highlight a good feature Complete an outfit Foundation garments play an important part in the general appearance and health of the wearer.	View a filmstrip such as Clothing Communicates as a springboard to the discussion of the impression clothing makes on others. Relate instances in which someone appeared at a particular function inappropriately dressed. Invite a buyer from the woman's department of a local store to bring to class and show clothing appropriate for various occasions. Read information pertaining to the types of clothing worn for various activities. List characteristics clothing should have to make them suitable for the occasion. Discuss types of accessories and their function in the individual's wardrobe. Exhibit accessories for various activities. Demonstrate how accessories can change the appearance of a basic outfit and make it suitable for various occasions. Establish guidelines for the selection and use of accessories. Dramatize the effects accessorizing can have on an individual's appearance. Invite a representative from a store to give an illustrated talk pertaining to foundation garments.	Charm and Poise for Getting Ahead pp. 187-215 Seventeen Book of Fashion and Beauty Chapters 16 and 18 Success Insurance pp. 13-16 Charm for Miss Teen Chapter 10 Steps in Clothing Skills Chapter 11 Resource person: Local ladies' wear buyer Transparencies: Accessorizing the Basic Dress Dress-Ability Filmstrip: Clothing Communicates Five Basic Ways to be Well-Dres Success Insurance pp. 22-23 About Her Chapter 6

BEHAVIORAL OUTCOME: 11. Select suitable clothing and accessories for the occasion. (continued)

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Fashion-the accepted style at any given time. It is influenced by social changes. Fads are often distinguished for tricky or attention-getting qualities rather than use or beauty. Style refers to any art form having specific distinguishing characteristics. Classic Style is one which has enjoyed acceptance for a long period of time.	Discuss the selection and care of such items as hosiery and shoes. Survey the class to determine possible future occupations. Divide into groups and select pictures of clothing suitable when engaged in these occupations. Debate: Resolved, That Clothing Makes the Person. Interview a businessman to find out what he criticizes in his employees' dress, make-up, and grooming. or Ask an employee from the community to talk with the class on the importance of appearance to success in one's job.	Filmstrip: Making the Most of Your Figure Pamphlet: Figure Magic Filmloop: Bras and Girdles

BEHAVIORAL OUTCOME: 12. Apply sound consumer principles to the purchase of clothing.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
Before you buy: Inventory what you have now Study yourself and your activities Budget your buying Collecting and studying information before buying contribute to making effective decisions.	Make a clothing inventory using the chart given in Charm for Miss Teen as a guide. Report to class the results of inventory. Make a list of items needed to complete wardrobe. Do not make any purchases at this time. Discuss the Dangers of Impulse Buying. Discuss the advantages and disadvantages of buying clothing for cash, on lay-away and by credit. Discuss ways of stretching the "Clothing Dollar". Collect labels from clothing or fashion magazines. Categorize these labels as to type of information given. (Informative-Persuasive) Review all points covered in wardrobe planning and now plan for the smart buying of items needed to complete individual wardrobe. Devise a code of ethics for shoppers. List guidelines to follow in order to become a wise shopper. or Develop a checklist to be considered when shopping for clothing.	Charm for Miss Teen Chapter 11 Charm and Poise for Getting Ahead pp. 132-148 Steps in Clothing Skills Chapter 12 Filmstrips: How to Buy Shoes How to Buy Sweaters Your Wardrobe and You

BEHAVIORAL OUTCOME: 13. Plan a program to maintain the wardrobe in ready-to-wear condition.

SUGGESTED CONTENT IDEAS	LEARNING OPPORTUNITIES	RESOURCES
	Discuss: Daily care of garments Mending skills needed Removing spots and stains from clothes Washing various garments Pressing and ironing Proper storage Participate in student demonstrations on **laundering:** Gloves Hosiery Undergarments Sweaters Participate in student demonstrations on: Darning Mending Sewing on snaps and buttons Putting in a hem List advantages of careful clothing storage. Demonstrate the following: Arranging clothing and other articles in drawers, on shelves and in closets Folding articles correctly Determine the qualifications which should be considered for good storage space, such as: Good lighting Good ventilation Easy to clean Convenient arrangement of space Home Project: Organize and arrange storage area at home. Be sure to make necessary repairs on garments before returning them to the closet or chest.	Personal Problems of the High School Girl pp. 213-227 Clothes for Teens pp. 32-85 Steps in Clothing Skills Chapters 13 and 14 Charm and Poise for Getting Ahead pp. 132-136 Success Insurance pp. 24-27 Pamphlets: Through a Looking Glass How to be Well-Groomed from Heel to Toe Filmstrips: Recipe for Clean Clothes The Five Magic Mirrors Transparencies: Clothes Storage

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A Certain Look. Avon Products, Incorporated, 30 Rockefeller Plaza, New York, New York, 10020. Free.

A More Attractive You. Candy Jones, Knox Gelatin Company, Inc., Johnstown, New York. Free.

Beauty Habit, The. Florida Citrus Commission, P.O. Box 1720, Lakeland, Florida. Free.

Beauty of You. Avon Products, Inc. 30 Rockefeller Plaza, New York, New York, 10020. Free.

Color and You. McCall Pattern Company, Educational Service, 230 Park Avenue, New York, New York, 10017. $.10.

BOOKLETS AND PAMPHLETS (continued)

Figure Magic. Formfit and Rogers, 400 S. Peoria Street, Chicago, Illinois. Free.

Go Places Gal. National Dairy Council, 111 North Canal Street, Chicago, Illinois. Free.

How to be Well-Groomed from Heel to Toe. Johnson Wax Company, Racine, Wisconsin. Free.

Off to a Beautiful Start. Scott Paper Company, Home Service Center, Scott Plaza, Philadelphia, Pennsylvania, 19113. Free.

Posture on Parade. National Dairy Council, 111 North Canal Street, Chicago, Illinois. Free.

Skin Care for Teenagers. Florida Citrus Commission, P.O. Box 1720, Lakeland, Florida. Free.

Story of Beautiful Hair, The. John H. Breck, Inc., Springfield, Massachusetts. Free.

Through the Looking Glass. Proctor and Gamble Company, Home Economics Department. Cincinnati, Ohio. Free.

AUDIOVISUAL MATERIALS

1. Charts

The New Faces. Milady Publishing Corporation. Bronx, New York 10467. $16.00

2. Films

Beauty Habit, The. Florida Citrus Commission. Available from Florida State Board of Health, Audio-Visual Library, P.O. Box 210, Jacksonville, Florida, 32201. Free loan.

Good Looks/Here and Now. Modern Talking Picture Service, Inc., 714 Spring Street, N.W., Atlanta, Georgia, 30308. Free loan.

3. Film loops

Bras and Girdles. Popular Science Audio-Visuals, 5235 Ravenswood Avenue, Chicago, Illinois, 60640. $21.50.

Cleansing Your Eyes and Lips. Popular Science Audio-Visuals. $21.50.

Caring for Your Hands and Nails. Popular Science Audio-Visuals. $21.50.

Caring for Your Feet—Pedicure. Popular Science Audio-Visuals. $21.50.

AUDIOVISUAL MATERIALS (continued)

3. Film loops (continued)

Caring for Your Feet—Shoe Problems. Popular Science Audio-Visuals. $21.50.

Facial Skin Toning. Popular Science Audio-Visuals. $21.50.

4. Filmstrips

A Beautiful Day to be Beautiful. International Film Bureau, Inc., 332 South Michigan Avenue, Chicago, Illinois, 60604. Includes sound. $16.00.

Age of Etiquette, The. International Film Bureau, Inc., 332 South Michigan Avenue, Chicago, Illinois, 60604. Includes sound. $16.00.

Clothing Communicates. J. C. Penney Company, Inc., Educational and Consumer Relations, 1301 Avenue of the Americas, New York, New York. Includes sound. $3.00.

Color Concepts. J. C. Penney Company, Inc. Includes 2 sound filmstrips. $9.00.

Five Basic Ways to Be Well-Dressed. International Film Bureau, Inc., 332 South Michigan Avenue, Chicago, Illinois, 60604. Includes sound. $16.00.

Five Magic Mirrors. Five Magic Mirrors, P.O. Box 6177, Cleveland, Ohio, 44101, $2.50.

Getting and Keeping Your First Job. Guidance Associates, Pleasantville, New York, 10570. Includes 2 filmstrips, 2 cassettes. $39.00.

How to Buy Shoes. J. C. Penney Company, Inc., 1301 Avenue of the Americas, New York, New York, 10019. $3.00.

How to Buy Sweaters. J. C. Penney Company, Inc., $3.00.

Making the Most of Your Figure. The Formfit Company, Service Department, 400 South Peoria Street, Chicago, Illinois.

Preparing for an Interview. J. C. Penney Company, Inc. Includes sound. $3.00.

Preparing for the World of Work. Guidance Associates, Pleasantville, New York, 10570. Includes 2 filmstrips, 2 cassettes. $39.00.

Real You, The. Dairy Council of South Florida, 4100 W. Flagler Street, Miami, Florida, 33134. Free loan.

Recipe for Clean Clothes. Calgon Corporation, Box 1346, Pittsburgh, Pennsylvania. $2.00.

AUDIO/VISUAL MATERIALS (continued)

4. Filmstrips (continued)

Think of Others First. Guidance Associates, Pleasantville, New York, 10570. Includes 2 filmstrips, 2 cassettes. $39.00.

Your Personality—The You Others Know. Guidance Associates, Pleasantville, New York, 10570. Includes 2 filmstrips, 2 cassettes. $39.00.

Your Wardrobe and You. Money Management Institute, Household Finance Corporation, Prudential Plaza, Chicago, Illinois, 60601. $1.75.

5. Transparencies

Accessorizing the Basic Dress. Coed/Forecast, 904 Sylvan Avenue, Englewood Cliffs, New Jersey, 07632. Visual masters. $2.50.

Clothes Storage. Coed/Forecast. Visual masters. $2.50.

Design Principles in Dress. Coed/Forecast. Visual masters. $2.50.

Dress-Ability. Southwestern Publishing Company. 5101 Madison Road, Cincinnati, Ohio, 45227. Includes 8 visuals. $18.00.

Face Shapes and Hair Styles. Coed/Forecast. Visual masters. $2.50.

Fundamentals of Grooming. 3M Company, Visual Products Division, 3M Center, St. Paul, Minnesota. Includes 23 visuals. $35.00.

Personality-Ability. Southwestern Publishing Company. Includes 8 visuals. $18.00.

Silhouette Shape Up. Simplicity Pattern Company, Inc., Educational Division, 200 Madison Avenue, New York, New York, 10016. $10.00.

TEACHING AIDS

Bonnie Bell Great Looks Book. Bonnie Bell, P.O. Box 6177, Cleveland, Ohio, 44101. Includes slides, master carbons, transparencies, record, etc. $2.50.

Color Analysis Set. Gillum Book Company, Box 4504, Kansas City, Missouri, 64124. Includes 60 colored collars. $18.50.

The World of Work: Finding, Getting and Keeping a Job Folder. Includes sample application, suggestions for preparing a resume', etc. $1.00.